

Hamilton County Government
Data Processing
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Dear Customer;

The enclosed is a complete description of the files which the Hamilton County Trustee has made available to you. The information following the file layouts is a District table, it describes what each of the district codes means. The file is stored in a self-extracting archive file called OCTRDNLT.EXE. To extract these files, run the program by double clicking it in windows explorer or by typing the name and pressing enter at the DOS prompt. Once extracted, these files will require about 300mb of hard drive space. Below is a name and brief description of each file.

OCTRMST.TXT = Trustee Master File -- This file contains basic property information, owner information, descriptions, sales information, total land value, building value, appraisal, and assessment, county rate, municipal amount, county tax amount, and municipal tax amount. The current county owed and current municipal owed fields are signed fields that contain a sign which is located to the left of each field. Keep this in mind when you are importing and using this file.

OCTRHIS.TXT = Trustee History File -- This File contains date paid, date posted, assessment, amount paid, interest amt paid, before county and municipal owed amount, after county and municipal owed amount for each transaction posted against a master record.

If I can be of any further assistance, please don't hesitate to contact me.

Sincerely,
David Murphy
Systems Analyst

LAYOUT FOR OCTRMST FILE – TRUSTEE MASTER FILE
record length = 628

Field	Beg. Column	Length	Type	Dec.
Last update date	001	008	N	
Map	009	005	A	
Group	014	003	A	
Parcel	017	010	A	
Owner Name 1	027	035	A	
Bill Year	062	004	N	
Bill Number	066	006	A	
Bill Pickup Number	072	002	A	
Memo Date	074	006	N	
Owner Name 2	080	035	A	
Mail Addr 1	115	035	A	
Mail Addr 2	150	035	A	
Mail Addr 3	185	035	A	
Legal Description 1	220	030	A	
Legal Description 2	250	030	A	
Legal Description 3	280	030	A	
Legal Description 4	310	030	A	
Property Address	340	030	A	
Assessment	370	009	N	
District	379	003	A	
Municipal Rate	382	005	N	2
Municipal Amount	387	009	N	2
County Rate	396	005	N	2
County Amount	401	009	N	2
Stormwater Fee	410	009	N	2
Control Map	419	005	A	
Assessed percentage	424	002	N	
Exempt Code	426	001	A	
Building Value	427	009	N	0
Land Value	436	009	N	0
Appraised Value	445	009	N	0
Mortgage Code	454	003	A	
Mortgage Company Name	457	015	A	
Filler	472	005	A	
Filler	477	050	A	
Tax Bankruptcy Indicator	527	001	A	
Tax Relief Indicator	528	001	A	
Filler	529	002	A	
Sale Date	531	008	N	
Sales Consideration	539	012	A	
Sales Book	551	007	A	
Sales Page	558	007	A	
Property Type	565	002	A	
Filler	567	002	A	
Land Use	569	003	A	

Back Tax Indicator	572	002	A	
Filler	574	001	A	
Sort District	575	002	A	
Last Update Date	577	008	N	
Create Date	585	008	N	
Current County owed sign	593	001	A	
Current County Owed	594	009	N	2
Current Municipal owed sign	603	001	A	
Current Municipal Owed	604	009	N	2
Current Stormwater owed sign	613	001	A	
Current Stormwater owed	614	009	N	2
Er Pickup Number	623	006	A	

Types are A=Alpha, N=Numeric.

LAYOUT FOR OCTRHIS FILE – TRUSTEE HISTORY FILE
record length = 122

Field	Beg. Column	Length	Type	Dec.
Bill Year	001	004	N	
Bill Number	005	006	A	
Bill Pickup Number	011	002	A	
Seq Number	013	002	N	
Transaction Code	015	002	N	
Date Paid	017	008	N	
Date Posted	025	008	N	
Batch Number	033	004	N	
Operator	037	002	A	
Amount Paid sign	039	001	A	
Amount Paid	040	009	N	2
Interest and Penalty Sign	049	001	A	
Interest and Penalty	050	007	N	2
ER Pickup Number	057	006	A	
Before County Owed sign	063	001	A	
Before County Owed	064	009	N	2
Before Municipal Owed sign	073	001	A	
Before Municipal Owed	074	009	N	2
Before Stormwater Owed sign	083	001	A	
Before Stormwater Owed	084	009	N	2
After County Owed sign	093	001	A	
After County Owed	094	009	N	2
After Municipal Owed sign	103	001	A	
After Municipal Owed	104	009	N	2
After Stormwater Owed sign	113	001	A	
After stormwater Owed	114	009	N	2

DISTRICT NAMES
TABLE

1	City
2	County
3	County
2c	Collegedale
2E	East Ridge
2R	Ridgeside
3L	Lookout Mountain
3LS	Lakesite
3R	Red Bank
3S	Signal Mountain
3SD	Soddy Daisy
3W	Walden

TRANSACTION CODES TABLE

02	ERROR & RELEASE
12	E & R REVERSAL
03	REFUND
13	REFUND REVERSAL
06	PAYMENT
16	PAYMENT REVERSAL
07	TVA IN-LIEU-OF
17	DELETE TVA IN-LIEU-OF
27	IN-LIEU-OF
37	DELETE IN-LIEU-OF
99	PICKUP
98	DELETE PICKUP